



Lakeview Academy Board of Trustees Meeting

March 4, 2010

527 West 400 North Saratoga Springs Utah

(all times listed are approximate and the board reserves the right to vote on any item on the agenda)

- | | | |
|-------|---|------|
| I. | Roll Call | 4:00 |
| II. | Work Session | |
| | 1. Strategic Governance Planning | |
| | 2. Questions about the agenda | |
| | 3. Social Networking | |
| | 4. Business Intelligence | |
| | 5. Professional Development: Differentiated Instruction Proposal | |
| III. | Motion to enter a closes session for the purpose of discussion of litigation matters, acquisitions of real property or authorized personal issues. | 5:30 |
| IV. | Action if any from Closed session | |
| V. | Welcome to General Session | 7:00 |
| VI. | Pledge of Allegiance | |
| VII. | Reports (these reports are given orally) | 7:05 |
| | 1. Elementary Director | |
| | 2. Middle School Director | |
| | 3. Special Education Report | |
| | 4.. Board President's Report | |
| VIII. | Additional Reports (these reports are provided in the board packet and are for Q and A from board members only. If a member of the public has a question about any of these reports the question can be asked during the public comment portion of the meeting) | 7:45 |
| | 1. Financial Report | |
| | 2. Withdrawal Data 2008-2009 Report | |
| | 3. Middle School Math Benchmarks | |
| | 4. Elementary Math Benchmarks | |
| | 5. Elementary DIBELS Benchmarks | |
| | 6. BOT Survey | |
| VII. | Board Business | 8:00 |
| | 1. Board Elections | |
| VIII. | Public comment not related to items on the agenda, each comment is limited to two minutes. | 8:05 |
| IX. | Consent Agenda | 8:10 |
| | 1. Salary Wage Agreement Template | |
| | 2. Charter Amendment- Assessment Goals | |
| | 3. January 7, 2010 minutes | |
| | 4. December 3, 2010 minutes | |
| | 5. November 23, 2009 minutes | |
| | 6. Academic Calendar | |
| | 7. Trustlands Grant | |
| | 8. Academic Calendar 2010-2011 | |
| X. | Action Items | 8:15 |

1. Annual Fundraiser

XI.	Study Items	8:20
	1. Professional Development: Differentiated Instruction Proposal	
	2. Treatment of Student Policy Change Proposal	
	3. Fundraiser Policy Change Proposal	
	4. Algebra A Class Proposal	
	5. 5th Grade Camp	
	6. Facilities Use Policy	
	7. 2009-2010 Amended Budget	
XII.	Motion to enter a closes session for the purpose of discussion of litigation matters, acquisitions of real property or authorized personal issues.	9:30
XIII.	Action if any from Closed Session	10:00
XIV.	New Business	10:05
XV.	Adjourn	10:15

Lakeview Academy Board Meeting **Public Comment and Pattern of Formality Guidelines**

The following are guidelines that were taken from Robert's Rules of Order and modified to assist the Lakeview Academy Board in running efficient meetings:

Public Comment

1. During the agenda under the Public Comment section, the public may address any issue not related to items already on the agenda. Please state your name for the official minutes. Please be mindful of the length of the board meeting and limit your comments to two minutes.
2. After an item has been introduced and debated by the board, the President will call for Public comment on that item only. Each public attendee shall have the opportunity to speak two times on the same issue on the same day. It shall proceed that everyone will be given their first opportunity to speak before anyone will be given their second opportunity.
3. To maintain order, if someone from the public is out of order, the President will verbally counsel them by calling, "point of order."

Order of Debate

1. The item will be introduced by the sponsor if the sponsor is not present then the President will assign someone to do the introduction.
2. Members debate the item (unless no one wished to debate it). Each member is allowed two separate opportunities to speak on the item.
3. The President will then open the item up for Public Comment following the directions in public comment section 2.
4. The item will then be opened up to the Board for additional debate if necessary.
5. A member makes a motion by saying, "I move that..." if it is long, it should be prepared in writing and given to the President or Secretary. If no motion is made then the item dies, and no further debate will occur.
6. Another board member may amend the motion. If the motion is amended the President asks is their any objection to adopting the amendment. If no objection is made, the chair may declare the amendment adopted. If even one member objects, however the amendment is subject to debate and vote like any other motion.
7. If the motion is amended the President may open it up to further board comment if necessary.
8. The President will then call the question and take a vote on the item.
9. The President announces the vote.

Pattern of Formality

1. The President should be addressed as Mister or Madam President as appropriate.
2. Wait to be acknowledged verbally or with a nod before speaking by the President.
3. Speak only to the President or though him/her.

4. Avoid personalizing any issue; speak to the subject, not the person you disagree with. An example of this would be if you believe something said to be untrue, you would say, I believe the member is mistaken instead of saying something was a lie.
5. If anyone breaches Robert's Rules or for example speaks out of turn, it is called a point of order and will be corrected by the President or any other board member that catches it. One would say, "Point of Order" The President would acknowledge the person and they would say what breach occurred. The President would then say "the point of order is well taken" or if unfounded, "the point of order is not well taken."

SALARY/WAGE AGREEMENT—TEACHER

SECTION ONE

Parties and policies

- A. This Salary/Wage Agreement ("Agreement") is between _____ ("Employee") and Lakeview Academy ("School" or "Lakeview") a charter school located at 527 W 400 N, Saratoga Springs, UT 84045, for the period of _____ through _____. This Agreement identifies the dollar amount Employee will be paid for work, and how payment will be made. This Agreement does not represent a guarantee of work for the entire period specified above.
- B. This Agreement represents the entire agreement regarding wages or salary between Employee and Lakeview. This Agreement supersedes any other agreement, either written or verbal. Lakeview is an at-will employer, and this Agreement should not be construed to represent a contract. Either party to this Agreement may terminate the employment at any time with or without notice, for any legal reason, or for no reason.
- C. Employee will follow School policies as outlined in the Employee Handbook, Policy Manual, Job Description, written memos and emails, and any other documents and policies that Lakeview has adopted or may adopt at any time. Lakeview may change policies pertaining to Employee from time to time, but will never change its at-will employment policy outlined in Part B above, and in the Employee Handbook.

SECTION TWO

Assignment and schedule

Employee will perform work as outlined in the Job Description. By signing this Agreement, Employee is also acknowledging receipt of the Job Description and agrees to perform work as described in that document, and as directed by the School Director. This Agreement is in effect only during Employee's proposed teaching assignment of _____ (grade(s) or subject(s)), including additional secondary assignments based on School's need as determined by School Director.

Employee will teach assigned classes on campus during the regular school day, and is required to be on campus from _____ a.m. to _____ p.m. on school days, and on campus during these additional times as scheduled by school administration:

- Parent/Teacher Conferences
- Up to 5 teacher training days
- Occasional after school assemblies and/or activities related to grade(s)/subject(s) taught
- As needed to meet with parents or school administration

Employee will complete non-teaching tasks (preparation, correction, coordination, grading, etc.) either on or off campus.

SECTION THREE

Wages and salary

For the work outlined in the Job Description, performed over 184 (177 School Days and 7 professional Development Days) agreement days Employee will be paid a salary of \$_____, plus \$4200 in legislative salary adjustments, for a total salary of \$_____, which will be paid in equal monthly payments of \$_____ (which is a daily rate of \$_____) beginning on _____ and ending on _____. If Employee's employment is terminated prior to the end of the Agreement period, or if Employee is on unpaid leave at any time during the agreement period, salary will be prorated proportionate to the number of days worked out of the 184 scheduled days, and the final, prorated payment will be made on the regular pay day for the pay period that includes the date of termination.

SECTION FOUR

Merit pay and bonuses

- A. Employees who are employed through September 15, 2009 and for at least 180 calendar days prior are eligible for Bonus Pay of up to five percent (5%) of actual earnings over the period of this agreement.

Bonus Pay is based on teacher evaluations completed three to four times per year by the School Director, Instructional Coach, and other school administrators. Bonus Pay will be paid on October 1, 2008.

SECTION FIVE

Other benefits and compensation

- A. Benefits are laid out in the “Benefits and Leave Policy” which is in the employee handbook, as well as on www.lakeview-academy.com under about us.

*Amount is an estimate of funding from H.B. 382 based on current projections (as of April 1, 2007) from the Utah State Office of Education (USOE). Amount may be adjusted slightly (by up to fifteen percent) based on actual funding as calculated by USOE or further legislative action.

SECTION SIX

Equipment and Materials checkout

Employee will use Lakeview property, equipment, and materials in performing the duties associated with Employee's job. Lakeview uses a documented checkout process to track its property, and Employee is required to follow that process to receive full compensation according to this Agreement upon termination of employment, whether it may be at Employee's will or at the will of the School. If Employee does not participate in this process or if School items checked out to Employee are missing or damaged at this checkout, the School may deduct replacement, repair costs and/or cleaning fees from Employee's final paycheck.

SECTION Seven

Confidentiality

The terms of this agreement are confidential between Employee and Lakeview. Neither party shall discuss the terms of this agreement with other Lakeview employees or other parties that do not, by Lakeview's definition, have a business need to know. Lakeview will provide information related to educator salaries as required by law.

SECTION Eight

attest

Lakeview Academy is an at-will employer. This Agreement should not be construed to represent a contract. Either party to this Agreement may terminate the employment at any time with or without notice, for any legal reason, or for no reason. Neither party shall have any claim for wages or services beyond the termination date.

This Agreement constitutes the entire agreement between the parties with regard to salary or wages. This Agreement supersedes any other agreement regarding salary or wages, either written or verbal.

If any portion of this Agreement is deemed by a court of competent jurisdiction to be nonbinding, it shall not affect any other portion of said Agreement.

The parties below understand and agree to the above.

[Employee's Signature]

[Phone]

[Date]

[Employee's address]

[Lakeview Representative's Signature]

[Title]

[Date]

Charter Amended Assessment Goals

1. Improve student learning

1.a. Students will develop and demonstrate proficiency in language arts.

1.a. Students will be assessed no less than three times per year and end of the year CRT's to determine proficiency. Student progress will be tracked, monitored and measured by achieving at least 85% at or above grade level on benchmark tests in reading by the end of the year, writing samples will be collected no less than three times a year as an performance based assessment to demonstrate improvement. 80% of our students performing at proficiency or higher on the language arts CRT's.

1.b. Students will demonstrate proficient science skills as defined by Lakeview Academy and the Utah Core Curriculum.

1.b. The Science curriculum will provide students with the opportunity to meet and exceed the Utah Core standards. By the end of the year 80% of 5th -9th grade students will demonstrate Mastery or near Mastery on the Science CRT.

1.c. Students will demonstrate proficient mathematical skills as defined by Lakeview Academy and the Utah Core Curriculum.

1.c. Students will be assessed with benchmark exams no less than three times per year to determine mathematical aptitude will be measured by 8% of students performing at or above grade level on benchmark tests by the end of the school ear and 80% of students reaching level 3 sufficient or level 4 substantial proficiency o the end of year CRT's

1.d. Students will develop a strong sense of their individual self worth.

1.d. This will be accomplished by daily instruction in character education in all grade levels. Students will also create portfolios throughout the year to track their own progress and to have a showcase of their best work for their parents.

1.e. Students will learn how to study and be organized.

1.e. Each year teachers will emphasize personal accountability with schoolwork and teach organizational and study skills. Students will also be instructed on doing research projects and complete various projects during school.

1.f. Students will have a
basic knowledge of and appreciation for the Arts and Literature.

1.f. Using Lakeview Academy's curriculum choices, students will be exposed to a variety of classic works of art, literature, music and drama. Students will have the opportunity to express themselves artistically in the classroom and in extra-curricular activities. This will be tracked by students' grades and participation in extra curricular activities.

1.g. Students will have an understanding and working knowledge of current technology.

1.g. Teachers will integrate current technology, such as computers, into classroom learning. All students will be tested to verify they meet state standards in keyboarding. Students will also demonstrate in individual and group settings, the scope of skills learned.

1.h. Parents will feel empowered to influence the quality of their child's education.

1.h. Parents will have the opportunity to participate in students' studies, volunteer in the classrooms, work on committees, and in school leadership roles. Families will be encouraged to volunteer at least four hours per month assisting their student(s) teacher. Additionally, families are asked to join and actively participate on one school committee per year. This will help to support the mission and philosophy of Lakeview Academy.

Highly Qualified Teachers and Staff

2.a. All teachers will maintain appropriate educator licenses.

2.a. Hired teachers will already possess or be working towards an appropriate Utah license.

2.b. The Education Coordinator will mentor and observe all teachers to ensure the highest quality of teaching.

2.b. The Education Coordinator will be responsible for mentoring new teachers. The Education Coordinator will observe teachers, conference with them and set professional development goals at least once per quarter. The Education Coordinator will track progress of these goals in the teachers' portfolios.

2.c. Trained teaching assistants (TA's) will aid classroom teachers in meeting students' needs.

2.c. Paid and volunteer teaching assistants will be trained according to Lakeview Academy's mission, philosophy and curriculum. The Education Coordinator will observe teaching assistants at least once per quarter.

2.d. All teachers and TA's will be trained on the implementation of the schools curriculum and Utah State Standards.

2.d. The entire faculty and all teaching assistants will receive in-service training on planning and implementation strategies for all curricula. Attendance will be taken at training and this will be tracked in staff portfolios.

Maintain open and effective communication

3.a. Open communication will take place between all participants in the school community.

3.a. Lakeview Academy will encourage open communication. Teachers will also be open and flexible. They will schedule parent/teacher conferences as well as SEP meetings. All teachers, parents and students will participate in a SEP meeting no less than twice per school year. In addition, teachers will send home a weekly newsletter. The school will send home a monthly newsletter. We will measure the success of this goal by the feedback received from parents and teachers.

Lakeview Academy Board of Trustees Meeting
January 7, 2009
527 West 400 North Saratoga Springs Utah

I. Roll Call 4:00

Tina Smith, April Thompson, Cory Thorson, Alan Daniels, Joylin Lincoln

II. Motion to enter a closes session for the purpose of personal issues. 4:05

Joylin Lincoln made a motion to enter into a closed session for the purpose of personal issues.

Tina Smith	Aye
April Thompson	Aye
Cory Thorson	Aye
Alan Daniels	Aye
Joylin Lincoln	Aye

III. Action if any from closed session
No Action

III. Work Session

1. Questions about agenda - Tabled
2. Ends Policy - Tabled

III. Welcome to General Session

IV. Pledge of Allegiance

V. Reports (these reports are provided in the board packet and are for Q and A from board members only. If public has a question about any of these reports the question can be asked during the public comment portion of the meeting)

1. Financial Report
2. Enrollment Report
3. State Financial and Enrollment Report
4. IOWA Testing Report
5. UCS Report
6. Lakeview Academy Financial Statements and other Reports for 2008-2009
6. Lakeview Academy Bond Financial Statements for 2008-2009
5. Office Manager, Business Manager, Facilities Manager, SAC and Board Member Reports
The Utah Write training is a computer program to prepared students for the DWA.

VI. Directors Reports (these reports are given orally)

1. Elementary Director

All of our elementary teachers are using the "thinking-based learning:" methodology in their teaching. We are excited about the results. We were awarded the K-3 reading achievement grant again this year. We will use it for the star tutoring program and a take home library. Science Engineering Day will be held on January 28th for all students grades K-6.

2. Middle School Director

The middle school students are already starting to use Utah Write. The maturation program is

scheduled for January 14th at 7:00 p.m. We have worked out the scheduling conflicts with Kindergarten and middle school enhancement.

VII. Board Business

1. Committee updates- Policies need to be turned in by February 20, 2010

Facility Use Committee- Bud Stone, Brian Ettinger, Alan Daniels

Community Education Committee- Penny Ralphs, Joylin Lincoln, Cory Thorson, Athletic Director, School Life Advisor

These committees have not met yet; Tina Smith will meet with the directors next week and appoint heads of these committees.

2. Meeting Schedule for the rest of the year

We will be meeting in March, May, and June

Mr. Stone wanted to know when the budget will need to be turned in. Cory Throson said that the process needs to be started now. Tina Smith suggested that we have the budget as a study item in March.

April Thompson motion to move items 3. Salary Wage agreement template, 4. Current employee salary wage agreements, and 6. Charter amendment- assessment goals to action items 3-5. The vote was unanimous.

VIII. Public comment not related to items on the agenda, each comment is limited to two minutes.

No public comment

IX. Consent Agenda

1. Technology Grant **passed**
2. Bonding of Treasurer **passed**
3. Salary Wage Agreement Template - moved to action item
4. Current Employee Salary Wage Agreements moved to action item
5. Global Executive Limitations Policy **passed**
6. Charter Amendment- Assessment Goals moved to action item
7. Charter Solutions Agreement and addendum to charter school agreement **passed**
8. Enrollment Marketing Plan **passed**

Alan Daniels moved to approve the consent agenda. The vote was unanimous.

X. Action Items

1. Ends Policies Global

A. Global Ends Policy

Joylin Lincoln introduced the global ends policy. Mr. Stone was concerned about how to measure confident, capable, and contributing. Tina Smith thought that if the following ends policies were fulfilled that might be a way to measure the Global policy.

Alan Daniels motion was to approve the Global Ends policy. The vote was unanimous.

B. Language Arts and Mathematics Ends Policy

Concerns about his policy included that writing samples be collected instead of a benchmark, that benchmarks needed to be 85% by the end of the year, that extenuating circumstances be taken into account if goals were not met.

A motion was made and amended to read to approve the language and mathematics ends policy with the following changes: 85% of students will be at or above grade level by the end of the year, writing samples will be taken no less than three times as a performance based assessment to demonstrate improvement, if goals are not met research will be done to look for extenuating circumstance to be presented to the board who will review these circumstances. The vote was unanimous.

C. Science, Arts, and Technology

Concerns: Science is not at 60% so it might be harder to achieve the 80% on the CRT, the science fellow is helping, we would like to say meet or exceed state averages instead of say 80%, could technology projects be show what you know projects. Do technology projects need to occur in K, this policy was developed to celebrate the successes of LV

Joylin Lincoln moved to approve the science, arts, and technology ends policy with the following changes, among students who take the end of year CRT 80 will achieve proficient or higher. Each student will complete at least one technology project. The vote was unanimous.

D. Enrollment Ends Policy

Concerns: Has a motion been made to cap 9th grade at 50 students.

April Thompson moved to pass the enrollment ends policy. The vote was unanimous.

E. Parent Satisfaction Ends Policy

Concerns: the difference between retention and enrollment, what have we currently received on parent surveys, that alpine district has to keep all of their teachers so we should only be compared to other charter schools.

Alan Daniels moved to approve the Parent Satisfaction ends policy with the removal of Alpine School District on item number 3. The vote was unanimous.

2. Parent Assisted Learning (PALS) Volunteer Policy

Joylin Lincoln moved to approve the Parent Assisted Learning (PALS) Volunteer Policy with the change of the word may instead of will. The vote was unanimous.

3. Salary Wage Agreement Template

Joylin Lincoln moved to table the salary wage agreement template. The vote was unanimous

4. Current Employee Salary Wage Agreements

A question was asked if the sub are fulltime subs or just used as regular subs. They are just regular subs.

April Thompson moved to approve the salary wage agreements. The vote was unanimous.

5. Charter Amendment: Assessment Goals

Joylin Lincoln moved to table the Charter Amendment Assessment Goals.

XI. Study Items

1. Study Hall Proposal

A motion was made to take action on the study hall proposal. The vote was unanimous.

Joylin Lincoln moved to approve the study hall course. The vote was 1-3. The motion failed.

2. Academic Calendar

Discussion was held about the calendar. The board wondered whether the dates in the calendar were correct or the ones below that explained the days. The calendar is what is correct. We will start a week before Alpine to allow us to end before Memorial Day. This may work out well regarding enrollment as many parents do not like to change schools once the school year has begun.

3. Fundraiser Proposal

Discussion was held as to how to proceed with no specific examples of what was being requested such as a letter that would be sent home, how the ladder would work and exactly what incentives would be offered (tiles on the wall, banners in the gym)

A motion was made to take action on the annual fundraising proposal. The vote was unanimous.

Joylin Lincoln moved to approve the idea of the fundraiser with specific detailed information requested by the board by the 31st of January with final approval granted through e-mail. The vote was 3-1. The motion passed.

XII. Motion to enter into a closed session for personal issues.

Joylin Lincoln moved to enter into a closed session for the discussion of personnel issues.

Tina Smith	Aye
April Thompson	Aye
Cory Thorson	Aye
Alan Daniels	Aye
Joylin Lincoln	Aye

XIII. Action if any from Closed Session

No action was taken.

XIV. Adjournment

Lakeview Academy Board of Trustees Meeting
Work Session
December 3, 2009 at 6:00 p.m.
Lakeview Academy 527 West 400 North Saratoga Springs

1. Governance Training

Lincoln Fillmore finished the third part in his governance training with administration and board members.

2. Development of Ends Policies

Lincoln Fillmore guided the board through the process of creating ends policies. These policies will be action items in January.

3. Policy Review

This was tabled.

4. New Business

No new business

5. Adjourn

Lakeview Academy Board of Trustees Meeting
November 30, 2009 at 6:00 p.m.
Lakeview Academy 527 West 400 North Saratoga Springs

I. Pledge of Allegiance/ Roll Call

Tina Smith, April Thompson, Joylin Lincoln, Alan Daniels
Cory Throson was excused

II. Public Comment not related to items on the agenda all items are limited to 2 minutes.

No public comment

III. Action Items

1. Approval of State Report

Discussion was held on the changes to the state report.

A motion was made to approve the state report. The vote was unanimous.

IV. New Business

Reminder of the December 6, 2009 work session.

V. Adjourn

2010-2011 Trustlands Financial Plan

Plan A

Laptops for a mobile lab \$15,500

(It is intended that these be used daily, with the key benefit of supporting teachers in getting year end, and DWA testing done more efficiently)

Cart and Accessories for mobile lab \$2,000

(Cart specifications should match existing cart as near possible to maintain consistency)

Kiln \$3,900 (It is intended that the purchase of the kiln will be provided for by trustland monies, but that the installation will come from another fund.)

Speakers for classroom Smart Boards \$3,100

(basic speakers will be bought to plug into Smart Boards—existing speakers are not loud enough for all the students in the classrooms to hear)

Total \$24,500

Plan B

** This is if we are awarded more money from the state than expected or if the above items are purchased from another fund (i.e. grant etc.)*

Curtains for the stage

SmartBoard accessories

DWA fees

Board Meeting Proposal Form

Proposal Title: Professional Development: Differentiated Instruction

Submitted by: Tina Smith

Sponsoring Board Member: Tina Smith

Proposal Abstract/details:

In discussing possible differentiated instruction professional possibilities for the middle school with Ms. Ralphs, she presented information regarding a national conference centered on differentiated instruction. After reading about the conference and reviewing the brochure, I became just as excited as she was to find such a great resource.

I would like to propose that the entire middle school staff, the middle school director, special education director and two board members attend the National Conference on Differentiated Instruction. The conference will take place July 18-21, 2010 in Las Vegas NV. It is an intense four day conference that is strictly focused on the many aspects and elements of differentiated instruction and their practical application in the classrooms. Please refer to the enclosed conference brochure for complete conference details. Here are some brief highlights:

- Over 30 different classes from which they may choose to attend each day of the conference.
- Sessions designed to meet a variety of experience levels.
- Hands on sessions – attendees get to roll up their sleeves and participate in action labs, make and take sessions and other experiential learning opportunities that can be immediately implemented into their classrooms.
- Real World Solutions: No pie in the sky theories – real solid answers to help you address issues in the classroom.
- With the tuition each participant receives 12 months of online access to all the handouts and lesson ideas from every session – even if they did not attend that particular session. This would be a great resource for the staff to begin implementing the information they learned during the conference.
- High power list of presenters

It is important to note that at the time of registration, attendees will need to make their session selections to ensure enough space within each session. Additionally, conference organizers recommend mailing or faxing registration in lieu of registering on-line in order to receive the “group discount” rate of \$509 per person instead of \$599 per person. All registration information must be received together.

I propose renting a van and traveling down together as a group for two reasons. First this is a great opportunity for the staff to build and strengthen relationships. Additionally, the cost of reimbursing individual employees for the roundtrip mileage is really high compared to the cost of renting a van for 5 days. Should an employee choose to make alternative travel arrangements they do so with the understanding that they will not be reimbursed from mileage since the school is providing a travel option.

The conference is hosted at the Rivera in Las Vegas and the room information is listed on the budget breakdown sheet. I feel that we can request that employees where appropriate share rooms to reduce the cost of the hotel fees. Obviously there are some employees will have to have a room to themselves.

All other budget items and costs related to this conference are outlined in the attached Budget Breakdown.

I would also like to propose that after the conference, the middle school director shares with the board an implementation/follow up plan with the expectations and guidelines for the middle school staff in implementing the new knowledge and skill sets acquired at the conference during the 2010-1011 school year.

I believe this conference is vital to the success and continued growth of our middle school at Lakeview Academy. We cannot compete with the surrounding schools in terms of options offered but we can standout in terms of how we teach and individualize our programs for our students. We state in our charter that: "Our philosophy is education should be individualized so each student can maximize his or her learning potential." In order for that to happen effectively in our middle school; we need to increase and sharpen the tools within our toolbox of resources. We need to provide our staff with this opportunity to the tools and skill sets to further implement this portion of our charter.

Please provide information to the following questions:

1) Proposal supports the charter by..?(Please site reference page)

This conference supports the charter, in the following ways:

From page 7:

- "Use a wide variety of instructional methods and technologies to reach all types of learners."
- "Provide opportunities for students who are to achieve grade level performance by creating individual student plans prepared by the grade level team."
- "Innovative teaching methods will be an integral part of learning at Lakeview Academy. We will vary our teaching methods to reach all types of learners through creative hands-on projects, small group activities, family events, and special presentations. It is our goal to reach every child through a variety of teaching methods, thereby meeting the individual needs of each student."
- "Our school will also strive to look beyond our walls for educational resources. We will utilize outside facilities and resources whenever possible. By using community experts, knowledgeable parents, and creative demonstrations, students will experience new ways of learning and see that learning never ends. The possibilities are endless and only limited by our imagination and the resources we can acquire."

- “Create new professional opportunities for educators that allow them to participate in designing and implementing the learning program”

From page 8:

- “Establish...new forms of accountability that emphasize measurement of learning outcomes and the creation of innovative measurement tools.”

From page 11:

- “Teachers will...also participate in professional development training... throughout the year...In-service will include a variety of presentations, speakers, and attendance at conferences and workshops. We believe in the value of lifelong learning and aim to provide continued education for our teachers.

2) Are funds being requested? If so how much and from what budget category?

Please see attached Budget breakdown options

3) Does this replace a current program or policy? If so, please attach a red-line version of requested changes.

No

4) If a new program/policy, please attach the policy or program proposal.

Not Applicable

5) Please attach any other options that may be considered.

6) Please attach any relevant information.

Please refer to the enclosed conference documentation: Budget Breakdown and Conference Brochure.

Policy Type: Executive Limitations
Policy Title: Treatment of Students

With respect to interactions with students and their families or those applying to become students the Director shall not cause or allow conditions, procedures, or decisions that are unsafe, undignified, unnecessarily intrusive, or that fail to provide appropriate confidentiality or privacy.

Accordingly, he or she shall not:

1. Use application forms that elicit information for which there is no clear necessity.
2. Use methods of collecting, reviewing, transmitting, or storing client information that fail to protect against improper access to the material elicited.
3. Maintain facilities that fail to provide a reasonable level of privacy, both visual and aural.
4. Fail to establish with students and their families a clear understanding of what may be expected and what may not be expected from the service offered.
5. Fail to inform consumers of this policy or to provide a grievance process to those who believe they have not been accorded a reasonable interpretation of their rights under this policy.
6. Fail to communicate clear expectations with students and their families and establish a student handbook to include all applicable director and board policies and procedures.
7. Fail to communicate and respond to communication with students and their families in a timely fashion and in accordance with board policy.
8. Fail to establish a written administrative procedure that establishes student recognition activities that are designed to encourage, celebrate, and recognize students for their positive character and academic achievement.

Board Meeting Proposal Form

Proposal Title: Algebra A class

Submitted by: Brent Van Tassell

Sponsoring Administrator: Penny Ralphs

Proposal Abstract/details:

To teach a class of Algebra A made for 9th grade students who can't handle the riger and difficulty of Algebra 1. This would solve our problem we have with what to teach students in the 9th grade that aren't ready for Algebra 1. The State Department of Education has approved this course and that allows students to spend two years learning algebra. They would take Algebra B the next year during their sophomore year in high school.

Please provide information to the following questions:

- 1) Proposal supports the charter by..?(Please site reference page)**

Differentiated instruction of students at their level and needs.

- 2) Are funds being requested? If so how much and from what budget category?**

Possibly a text book. (Saxon Algebra 1 covers too many concepts per lesson and doesn't allow flexibility of teaching one concept at a time.)

- 3) Does this replace a current program or policy? If so, please attach a red-line version of requested changes.**

- 4) If a new program/policy, please attach the policy or program proposal.**

- 5) Please attach any other options that may be considered.**

- 6) Please attach any relevant information.**

Board Meeting Proposal Form

Proposal Title: *5th Grade Camp*

Submitted by: *Belinda Han*

Sponsoring Administrator: *Bud Stone*

Proposal Abstract/details: *5th grade camp. Held at Camp Maple Dell in Payson Canyon. Planned for a Wednesday and Thursday. Activities at camp will support the 5th grade core and Lakeview's charter. Teachers and PALSII parents will attend with students. Activities will be run by parents, faculty, and the camp staff.*

Please provide information to the following questions:

7) Proposal supports the charter by..?(Please site reference page)

- a. "Our school will also strive to look beyond our walls for educational resources (p. 7)." *By attending camp we will quite literally be looking and going beyond our school's wall to educate our children.*
- b. "Encourage parents to be involved in their children's education....Investing of their time and resources...(p. 7)" *We need at least two adults for every 10 students. This will require a lot of parent involvement. We also have a couple of classes that parents will need to teach while at camp.*
- c. "Ensure that course content is relevant to the lives of the students and connect what they learn to the world around them (p. 7)." *The students will be required to use what they've been learning in Character Education to function in a living situation with their peers, to work in their squads, and as they work together in the service project. They will also be required to use their math skills and technology skills in the GPS class. Students will be able to connect some of what they've learned in Social Studies to the history of the camp.*
- d. "Provide service learning and community service projects so that the children can see that they are important in the world (p. 7)." *One of the activities at camp is a service project to help improve the camp for future attendees.*
- e. "Use a wide variety of instructional methods and technologies to reach all types of learners (p. 7)." *This is definitely a great way to reach the children who learn by doing!*
- f. "The charter will employ the use of the Utah State Core Curriculum...(p.7)" *The camp was developed with the 5th grade Core in mind.*
- g. "Our mission is to develop Capable, Confident, and Contributing members of society through learning experiences that foster growth, creativity, and character development (p. 5)." *Taking children out of the comfort of the school and their home is a perfect environment for growth, confidence building, and fun! There will be many opportunities for teaching character and then letting the students practice it in a safe environment. And the students will come back more capable to cook a meal, set up a tent, and communicate with others.*

- 8) Does this replace a current program or policy? If so, please attach a red-line version of requested changes.
- 9) If a new program/policy, please attach the policy or program proposal.
- 10) Please attach any other options that may be considered.
- 11) Please attach any relevant information.

Lakeview Academy 5th Grade Camp

Wednesday

- 7:00am Arrive at Lakeview Academy and load car pools **Note – The cost of camp includes liability insurance for all students. If travel permits are filled out and online training is completed personal vehicles will be covered from the moment they leave their home until the moment they arrive home again.*
- 7:30am Leave for Camp Maple Dell
- 8:30am Arrive at camp and unload, set up tents and move gear in
- 10:00am Opening flag ceremony, camp tour (hike) and camp rules
- Students are taught how to properly do a flag ceremony
 - Students are given a tour of camp and introduced to the Outdoor Code of conduct as well as safety procedures.
 - Students are organized into “Squads” (groups of about 10 that they will go to their classes with, do “duties” with, etc.) and explain what a Squad is, the duties they will be expected to do, ect.
- 11:00am Hike to Wakara Ridge to eat lunch (sack lunch that they have brought from home or preordered from school)
- The view overlooks entire Utah Valley, discuss geographic locations
- 12:00pm **There are 7 classes that will last an hour each. Each squad will rotate between the classes over the course of camp. 1. Leave No Trace – Outdoor ethics course to be taught in The Chapel.*
- 1:00pm 2. In Squads come up with a name, skit, song, and cheer for the campfire. Also, make a flag with the name of your Squad on it.
- 2:00pm 3. Service Project (camp improvement project to be determined by the camp Ranger)
- 3:00pm 4. Hike to Pine Forest – discuss the history of Camp Maple Dell and Pine Forest, why it came to be (CCC, President Roosevelt)
- 4:00pm Free time to clean up before dinner
- 4:30pm Flag Ceremony/Dinner prep.
- 5:00pm Dinner
- French bread pizzas, salad, oranges, punch, water, cookies
- 5:30pm Dinner cleanup/Duties
- 6:00pm Basic First Aid
- 7:00pm Flag Ceremony and Campfire practice
- 7:30pm Campfire
- 8:30pm Team Building

9:00pm Cracker Barrel

- Popcorn and water

9:30pm Astronomy – constellations and the galaxy (depending on the clarity of the night)

10:00pm Lights Out

Thursday

7:00am Wakeup

7:30am Flag Ceremony/Breakfast prep

8:00am Breakfast

- Cold cereal, hot cocoa, oatmeal packets

8:30am Breakfast clean up/Duties

9:00am Pack all bags and clean up sleeping areas, take gear to parking lot, camp wide trash sweep

10:00am 6. Native American Studies Lesson – Basket Weaving

11:00am 7. GPS

12:00pm Lunch Prep (camp wide games are still occurring)

12:30pm Lunch

- Make your own sandwich, individual bags of chips, carrot sticks, juice box/bottle of water

1:00pm Lunch Clean up

1:30pm Camp Wide Games

2:30pm Closing Flag Ceremony

2:45pm Leave Camp Maple Dell

3:45pm Arrive at Lakeview Academy

*The students will be divided into 7 Squads (with about 10 students in each group). Three adults will be assigned to each Squad.

*Cost - \$25 per student for supplies, food, insurance, and the use of the camp. \$10 per adult for food or no charge for adults if they bring their own food.

*Parents may not bring any children under 18, unless the child is a 5th grade student attending the camp.

*Sleeping arrangements – tents. The boys and girls will be camped on opposite sides of camp. Adults and children will not be sleeping in the same tent. However, they will be in the same campsite. Tents will be provided by the families of students attending the camp.

*Bathroom facilities – out houses are provided. There are a few flushing toilets for adults only. Students will not be permitted to shower, however showers are available for adults.

*Duties include but are not limited to: Meal preparation, meal clean up, out house cleaning, trash duty, flag ceremony, more duties can be added at any time.

****This is all tentative and a rough estimate****

Proposed Facility Use policy

Lakeview Academy Charter School shall be available for use under conditions permitted by law, and in accordance with policy adopted by the LVA Board of Trustees. This policy covers all functions which occur outside of regular school hours.

Scheduling Priorities

The priority of use for all LVA facilities, including the building and all outside grounds shall be as follows:

Priority I LVA sponsored educational activities, such as theatrical performances, concerts, "show what you know" events, and after school clubs.

Priority II LVA sponsored non-educational functions, such as athletics, board meetings, and committee meetings.

Priority III 501(c)(3) organizations and community education activities which are comprised primarily of LVA staff, students or family members

LVA sponsored activities and functions will at all times will be given priority over non sponsored functions and activities. In the event of a conflict, reasonable effort will be made to find a solution. LVA facilities are not permitted to be used for political, religious, or for profit reasons.

Usage Guidelines

The Director(s) are authorized to grant the use of LVA facilities in accordance to written policy, as well as establish the conditions of facility use. The Director(s) may reject any application or rescind any agreement for use of LVA facilities when the activity is not consistent with the school's charter, goals or mission. Activities that are viewed to be at risk of damaging LVA or other individuals shall be rejected.

Users are responsible for general clean up after use. The facility is to be returned to its original arrangement and condition by the responsible party, prior to leaving LVA. Equipment of LVA, such as smart boards, televisions, ball, pianos, may only be used if special written permission has been obtained from the appropriate personnel.

The responsible party must sign in with LVA designated On-Site Monitor upon arrival, and upon leaving the facility. All minors must be supervised at all times by an adult, with a ratio no greater than 1 adult per 15 minors. Damage sustained to the facility by the user, will be responsible for the cost of repairs incurred by LVA.

The above guidelines are general, and are not to be understood as all inclusive. The Director(s) of LVA will provide a complete usage guideline to groups upon submitting an application for facility use.

Application for Use

Groups desiring to use the LVA facility must submit a written request to use the facility, preferably three or more weeks in advance of the desired usage. The written request must contain the following information:

- Name of organization and address

- Contact person (responsible party) and contact information

- Description of the activity, including date/time

- Expected number and maximum number of participants

- Portion of the facility requested

Submit request to the Director(s), who will then place the application under consideration.

